

## LJYO ATTENDANCE POLICY

LJYO is committed to providing all members with the highest quality musical and educational experience possible and requires a serious commitment from all members and their families in order to do so. The very nature of the orchestral experience requires that all members are present and on time to rehearse together. It is important to understand that LJYO is a teaching/learning ensemble; the value of our program comes from the weekly building and learning. The rehearsals are the program, whereas the concerts are the display of the achievement. Therefore, LJYO has an attendance policy wherein members accept the responsibility to be present and on time for all rehearsals, performances and special events. The negative impact that absences have on the program and the individual players, coaches and directors is significant.

The administrative and music staff recognizes that members may occasionally have other obligations or unexpected conflicts on Saturday mornings; however, it is detrimental to the educational experience of LJYO to have different members missing each week.

Members are asked to work with their families throughout the year to arrange scheduling of extracurricular activities (for example university/college visits and auditions, school music/sports activities, family events and music exams) around LJYO's Saturday morning rehearsal time. If a member is ill or has an unavoidable conflict, he/she is asked to attend as much as possible of the rehearsal (it is better to attend some of a rehearsal than none), and he/she must notify the Orchestra Manager of the absence and the reason for the absence at the earliest moment either by email ([manager@ljyo.ca](mailto:manager@ljyo.ca)) or by phone (905-373-8994). Advance notice of absences is important. The Orchestra Manager will immediately inform the Music Director and Director of Strings upon notification of a member's absence. Annual attendance records will be kept by the Orchestra Manager.

Absences exceeding two rehearsals and/or failure to be warmed up and ready to play due to lateness will be reviewed by the Music Director, the Director of Strings and a representative of the board of directors. Consequences could include:

- the reassignment of parts and/or seating;
- sitting out the next concert;
- probation or dismissal without refunds of tuition fees.

Prior to any disciplinary action, consultation will occur with a student, parents, Music Director, Director of String and a board representative, whereupon advance notice of consequences will be given.

### **Concert Attendance**

Attendance is mandatory at all LJYO dress rehearsals and concerts. An absence from a dress rehearsal or concert without reasonable justification will result in dismissal from LJYO. Members anticipating a conflict with a concert should inform the Orchestra Manager as soon as possible.

Before agreeing to the commitment required, it is strongly advised that the orchestra member and his/her family consult and review all season dates with the family calendar.

\_\_\_\_\_  
Orchestra Member's Name

\_\_\_\_\_  
Parent's Name

\_\_\_\_\_  
Orchestra Member's Signature

\_\_\_\_\_  
Parent Signature